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**COLCHESTER BOARD OF EDUCATION**
**Policy Committee Meeting**

Tuesday, October 22, 2024
2:30 PM
Board of Education Central Office

**MINUTES**

**BOARD MEMBERS PRESENT :** Margo Gignac, Donna Antonacci and Stefanie Tracey-Calash

**ADMINISTRATION PRESENT :** Superintendent Daniel P. Sullivan, III

**OTHERS PRESENT :** Executive Assistant to the Superintendent Alyssa Fratoni

1. **MEETING OPENING**
   1.1. Call to Order
   D. Antonacci called the meeting to order at 2:38 PM

   1.2 Roll Call
   M. Gignac was not present at the time of Roll Call.

2. **PUBLIC COMMENT**
   2.1. For Public Comments, please see Bylaw on Meeting Conduct
   No public comment.

Superintendent Sullivan arrived at 2:40 PM
M. Gignac arrived at 2:41 PM

3. ***CONSENT AGENDA**
   3.1. *Approval of Policy Committee Meeting Minutes of October 15, 2024
   **Motion by:** M. Gignac
   Motion to approve Policy Committee Meeting Minutes of October 15, 2024
   **Second:** S. Tracey-Calash
   **Roll Call:** All in favor
   **Vote:** Motion carried

4. ***PRIORITY DISCUSSION / ACTION ITEMS**
   4.1. *Discussion and Possible Action on Policy 1330 *Use of School Facilities* and attachment
   The Committee removed the attachment to Policy 1330 *Use of School Facilities.* The attachment will be edited in Policy 1330-R *Use of School Facilities* to reflect the change in

the school year fees.

4.2. *Discussion and Possible Action on Policy 3280 *Gifts, Grants, and Bequests to the District*
**Motion by:** M. Gignac
Motion to edit Policy 3280 *Gifts, Grants, and Bequests to the District* and bring to the Full Board for first read.
**Second:** S. Tracey-Calash
**Roll Call:** All in favor
**Vote:** Motion carried

4.3. *Discussion and Possible Action on Policy 3293.1 *Signatures/Facsimiles*
The Committee changed the number of Policy 3293.1 *Signatures/Facsimiles* to Policy 3293 *Signatures/Facsimiles.*

4.4. *Discussion and Possible Action on Series 3000 Policies
Discussion was had on Policy 3281 *School Fund Raisers and Online Fundraising Campaigns - Crowdfunding,* but no action was taken.

A.Fratoni left the meeting at 3:28 PM and returned at 3:30 PM
Superintendent Sullivan left the meeting at 3:41 PM and returned at 3:44 PM.

**Motion by:** D. Antonacci
Motion to table Policy 3300 *Expenditures/Expending Authority.*
**Second:** M. Gignac
**Roll Call:** All in favor
**Vote:** Motion carried

**Motion by:** M. Gignac
Motion to strike Policy 3313 *Relations with Vendors* and bring to the Full Board for first read.
**Second:** S. Tracey-Calash
**Roll Call:** All in favor
**Vote:** Motion carried

The Committee discarded the PDF that was in Policy 3320 *Purchasing Policy* and changed the wording to reflect that the Policy shall adhere to the Town of Colchester's Purchasing Policy. This will be shown to the Full Board.

**Motion by:** D. Antonacci
Motion to strike Policy 3324.1 *Contracts* and bring to the Full Board for first read.
**Second:** M. Gignac
**Roll Call:** All in favor
**Vote:** Motion carried

The Committee discarded the Cross Reference that was in Policy 3326.2 *Emergency Expenditures.*

4.5. Next meetings
Wednesday, November 6, 2024 at 2:00 PM

5. **ADJOURNMENT**

**Motion by:** M. Gignac
Motion to adjourn.
**Second:** S. Tracey-Calash
**Roll Call:** All in favor
**Vote:** Motion carried

D. Antonacci adjourned the meeting at 4:12 PM

Respectfully submitted,

Alyssa Fratoni
Executive Assistant to the Superintendent